

EMERGENCY MANAGEMENT INSTITUTE

NATIONAL EMERGENCY TRAINING CENTER • EMMITSBURG, MD 21727



FEMA

Course: *National Emergency Management Academy E0104 Homeland Security Exercise and Evaluation Program Course Offerings for Fiscal Year (FY) 2014*

Course Dates:

March 17-18, 2014

September 15-16, 2014

NOTE: The E104 Homeland Security Exercise and Evaluation Program course is delivered at the Emergency Management Institute (EMI) during the same week with E0105 Public Information and Warning. Students are strongly encouraged to apply for the two courses for the same week. Both courses can be listed on the same application.

The E0105 offerings are as follows:

March 19-20, 2014

September 17-18, 2014

Course Length:

Two days.

Course Description:

The purpose of this course in the National Emergency Management Academy is to acquaint students who are new to the field of emergency management to the benefits, kinds, and methods of exercises that will support their future work. The content covered will include the types of exercises in a progressive exercise program, the exercise design and development steps, the process to prepare for conduct and evaluation of exercises, and after action reports and corrective actions. Tabletop and Functional exercises will be explored through student table group activities.

Course Goal:

At completion of this course, students will be able to use the different types of exercises, the steps to design and develop exercises and the building blocks of a progressive exercise program.

Prerequisite:

E0101 Foundations of Emergency Management

Continuing Education Units (CEU's):

EMI awards 1.6 CEUs for completion of this course.

Target Audience:

This course is intended for newly appointed emergency managers from State, local, territorial, tribal, Federal emergency management agencies, and prospective professionals transferring from another discipline to emergency management. Veteran emergency managers willing to mentor are also welcome to apply.

Location:

Emergency Management Institute (EMI)

National Emergency Training Center (NETC)

Emmitsburg, Maryland

To Apply:

Students attending any course(s) of the Academy are required to submit a FEMA Form 119-25-1, General Admissions Application to:

TRAINING OPPORTUNITY

NETC Admissions Office, Room I-216
National Emergency Training Center
16825 South Seton Avenue
Emmitsburg, MD 21727-8998
Phone: (301) 447-1035
Fax: (301) 447-1658
Email: netcadmission@fema.dhs.gov

Scan the QR Code, or click the link to apply online:



<http://training.fema.gov/Apply/>

Application Review:

In order to be evaluated for admission into this course, block #16 on the application form must be completed. Please refer to the student selection criteria listed below and indicate how you meet the requirements based upon your position and experience.

Upon acceptance into the course, NETC Admissions will mail out an Acceptance Letter/Welcome Package outlining travel information, NETC shuttle services, lodging and other logistics. Scan the QR Code, or click the link for a PDF copy of the NETC Welcome Package online:



http://training.fema.gov/EMIWeb/downloads/NETC_Welcome_Package.pdf

Lodging is provided for course participants on the NETC campus. Participants staying overnight on campus are required to purchase a meal ticket for the duration of the training activity. Notify the NETC Transportation Office at least 2 weeks prior to the course date to reserve a seat. Call (301) 447-1048, ext. 1113, or email FEMA-netc-housing@fema.dhs.gov.

Student Stipends:

State, local, territorial, and tribal students taking classes at EMI will be eligible for stipends to cover costs of transportation. Their lodging at EMI is provided at no cost.

Notice to Applicants for FY 2014 courses:

Individuals applying for EMI classes will be required to register using the FEMA Student Identification (SID) number. This number will be used in place of the Social Security Number (SSN) on your application form.

The SSN is no longer required.

How do I obtain my FEMA SID number?

- Step 1: To register, go to <https://cdp.dhs.gov/femasid>
Step 2: Click on the "Need a FEMA SID" button on the right side of the screen.
Step 3: Follow the instructions and provide the necessary information to create your account.
Step 4: You will receive an email with your SID number. You should save this number in a secure location.

What do I do with this new SID number I have been assigned?

The SID number is used in place of the SSN on your General Admissions Application (FEMA Form 119-25-1).

EMI Point of Contact:

For course information contact:

For March course, Dan Lubman at (301) 447-1364 or daniel.lubman@fema.dhs.gov.

For September course, Jamie Mauk at (301) 447-1872 or Jamie.mauk@fema.dhs.gov.

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